



CITY OF SAN ANTONIO

ECONOMIC DEVELOPMENT DEPARTMENT

P.O. BOX 839966

SAN ANTONIO, TEXAS 78283-3966

TEL: 210/ 207-8080

FAX: 210/ 207-8151

April 19, 2005

DEADLINE EXTENDED TO MAY 9TH

To Individuals Interested in the San Antonio Empowerment Zone:

The City of San Antonio is currently seeking qualified volunteers to serve on the Empowerment Zone Governance Board (EZGB).

The purpose of the EZGB is to assist and advise City Council and City staff in the implementation of the San Antonio Empowerment Zone Strategic Plan. The board oversees and advises outreach to businesses, residents, tax and real estate professionals, recommendations to City Council on Empowerment Zone Facility Bond projects, and how City staff can leverage federal tax incentives to maximize the Empowerment Zone designation through December 2009.

Currently, there are three vacancies on the board. To be eligible for appointment, an individual must fit one of the following categories: (1) key zone stakeholder representative; (2) owner/manager of a large business located in the zone for at least one year; (3) resident who lives in the empowerment zone for at least one year. To verify if your business or residence lies within the Zone, please see attached instructions. All qualifying candidates will be considered by the Economic and Human Development Committee who will then forward recommendations to the City Council for appointment.

All individuals interested in serving on the EZBG should complete an application for appointment and submit by mail to the City Clerk's Office, Attn: Yolanda Byington, 100 Military Plaza, 2nd floor, SAT, 78205, or fax, 207-7032 no later than Monday, May 9th by 4:30p.m. If you have any questions about the EZBG or the Empowerment Zone, please contact Angela Rivera at 207-8031 or visit our website: www.sanantonio.gov/edd/empowersa.asp. Thank you for your continued interest and support.

Sincerely,

Ramiro A. Cavazos

Director

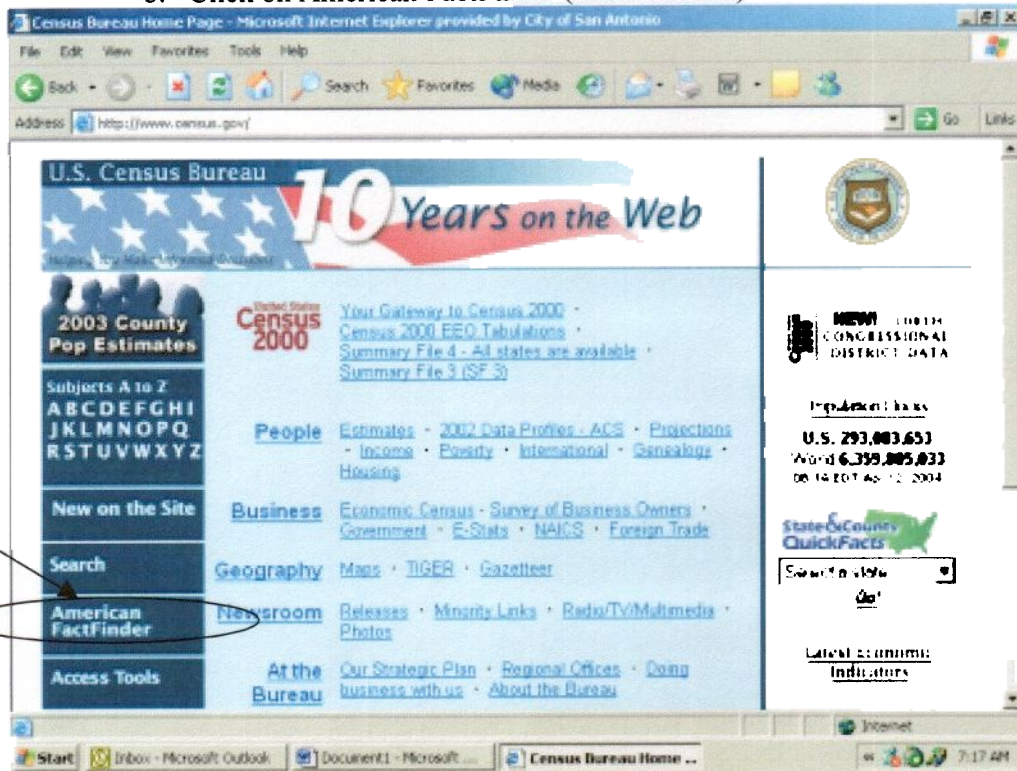
Economic Development Department

RC:ar

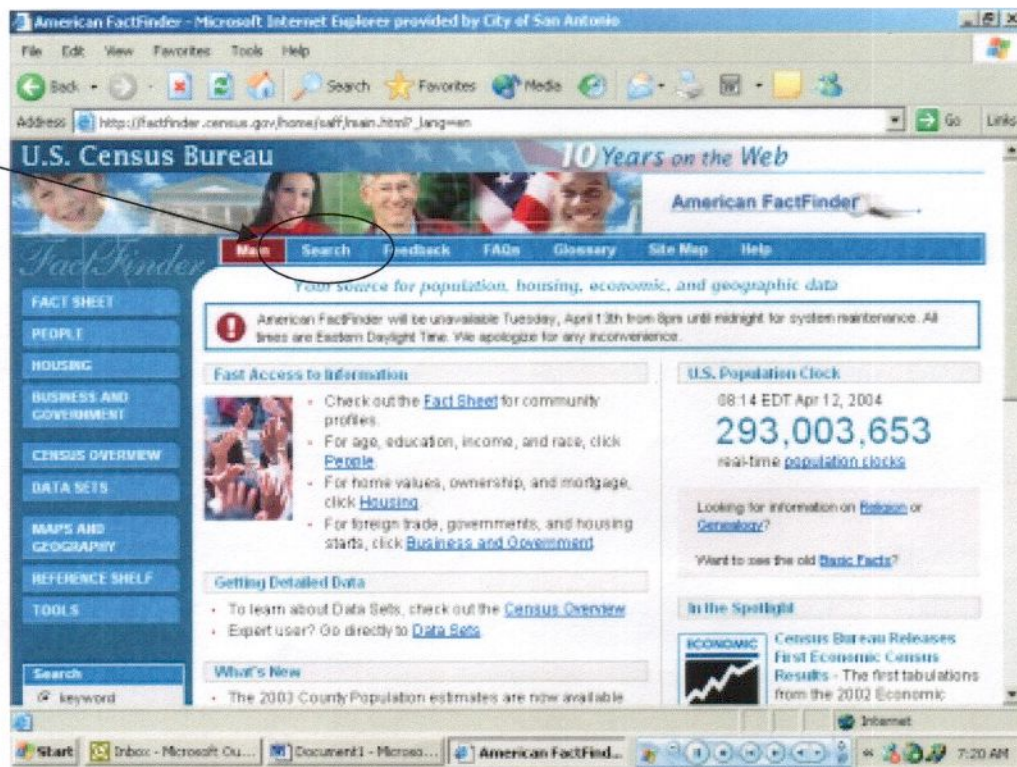
Attachment

1.) To verify address in the San Antonio Federal Empowerment Zone:

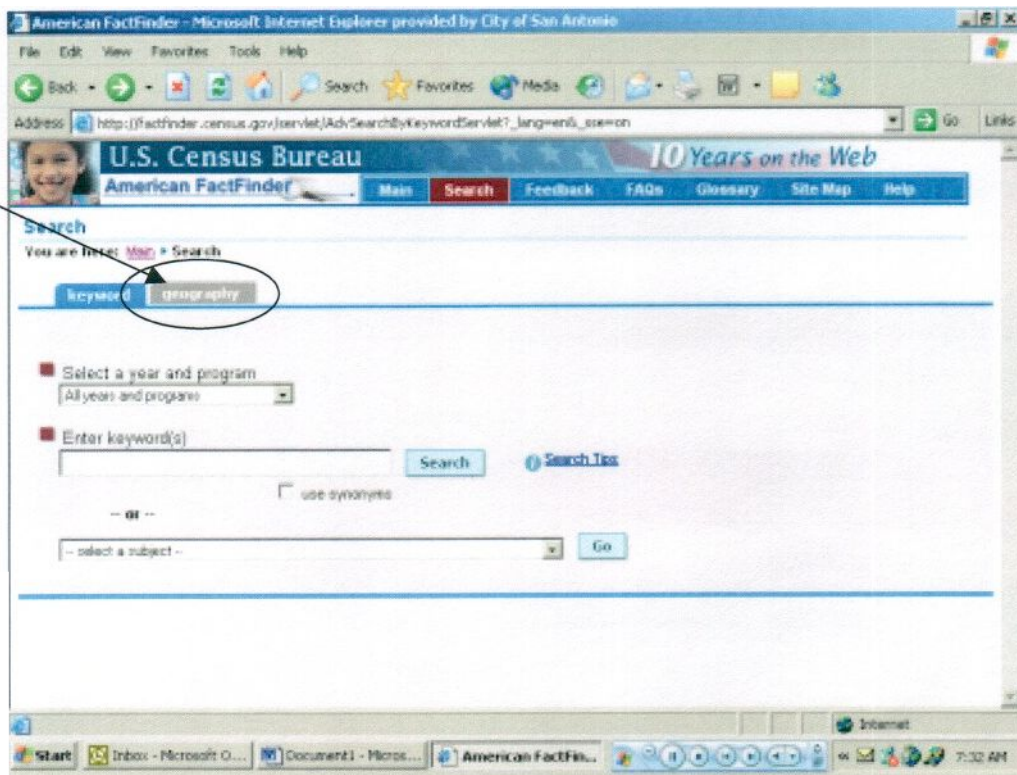
- a. Go to www.census.gov
- b. Click on American FactFinder (circled below)



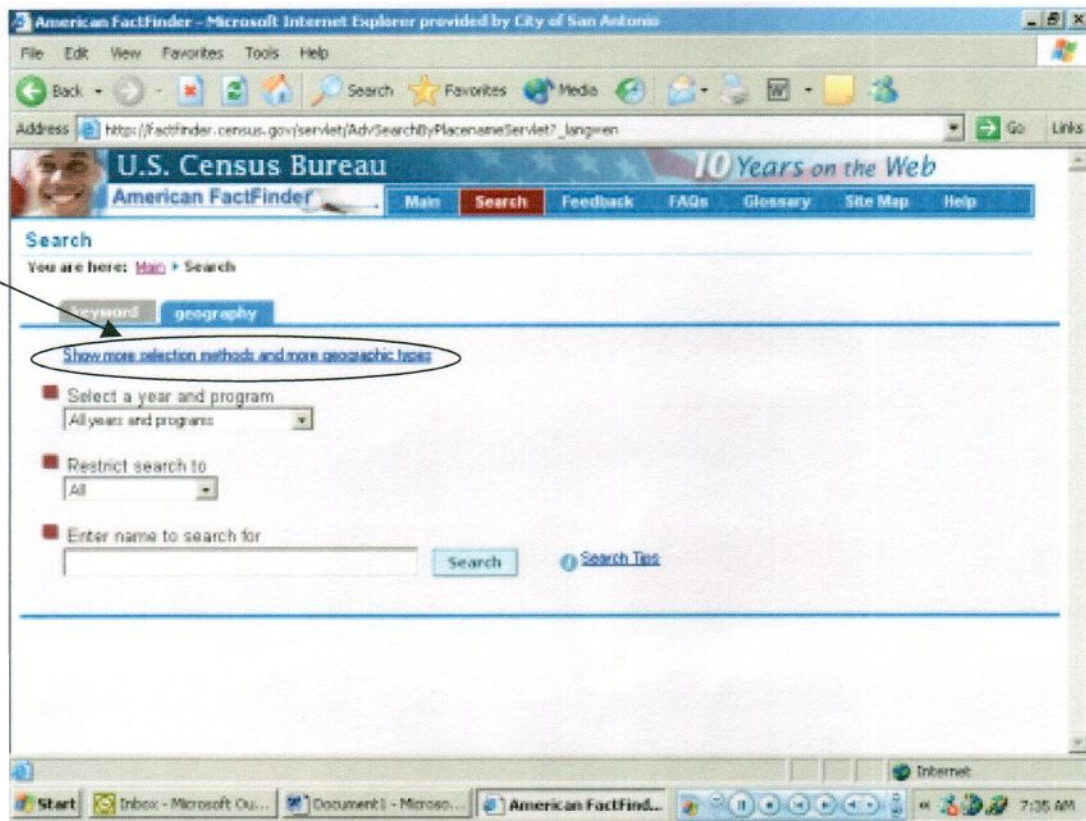
2.) Click on Search



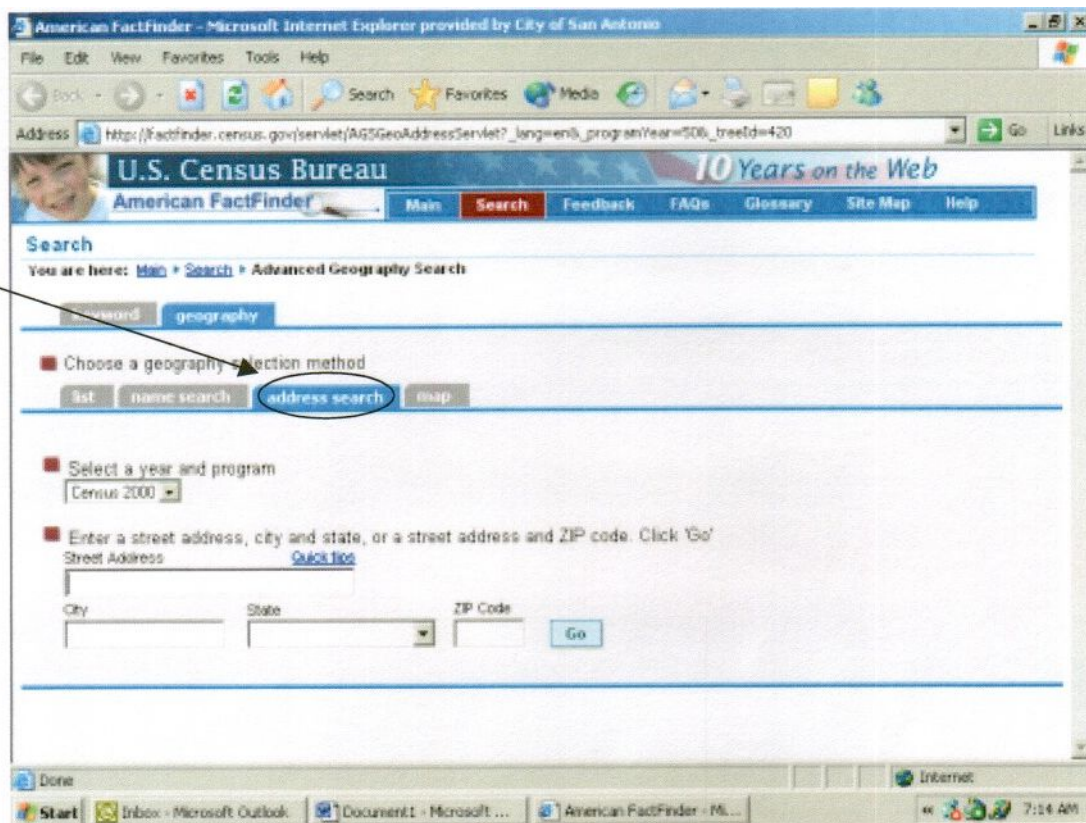
3. Click on geography.



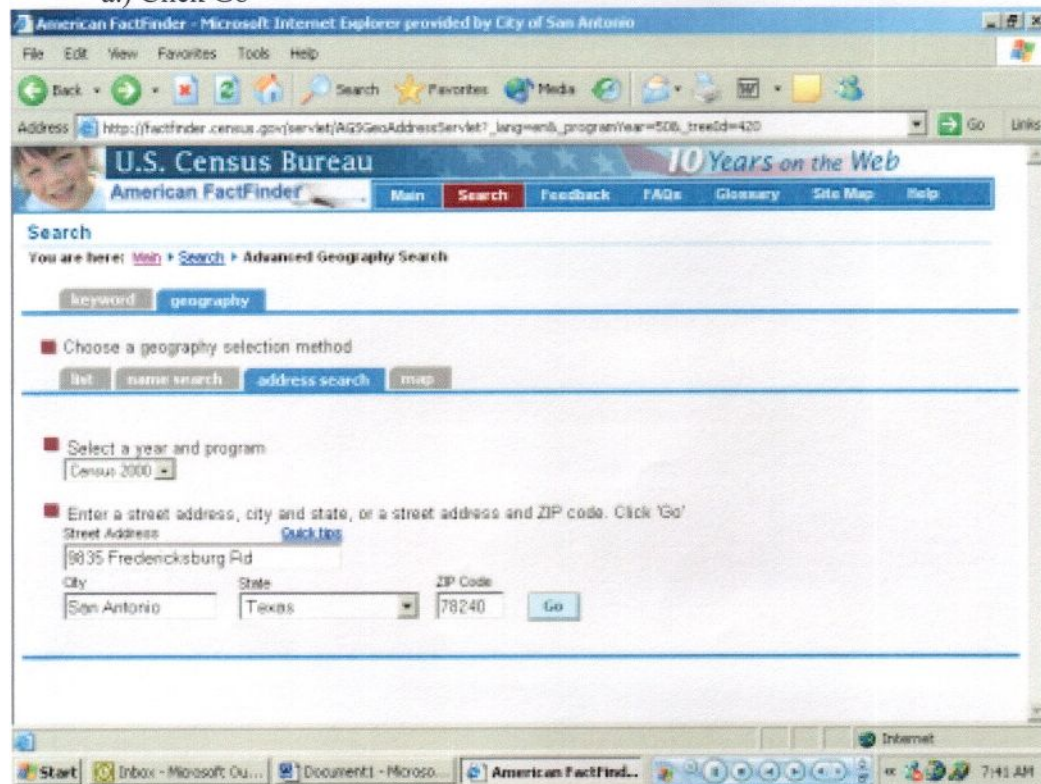
4. Click on "Show more selection methods and more geographic types."



5. Click on "address search"

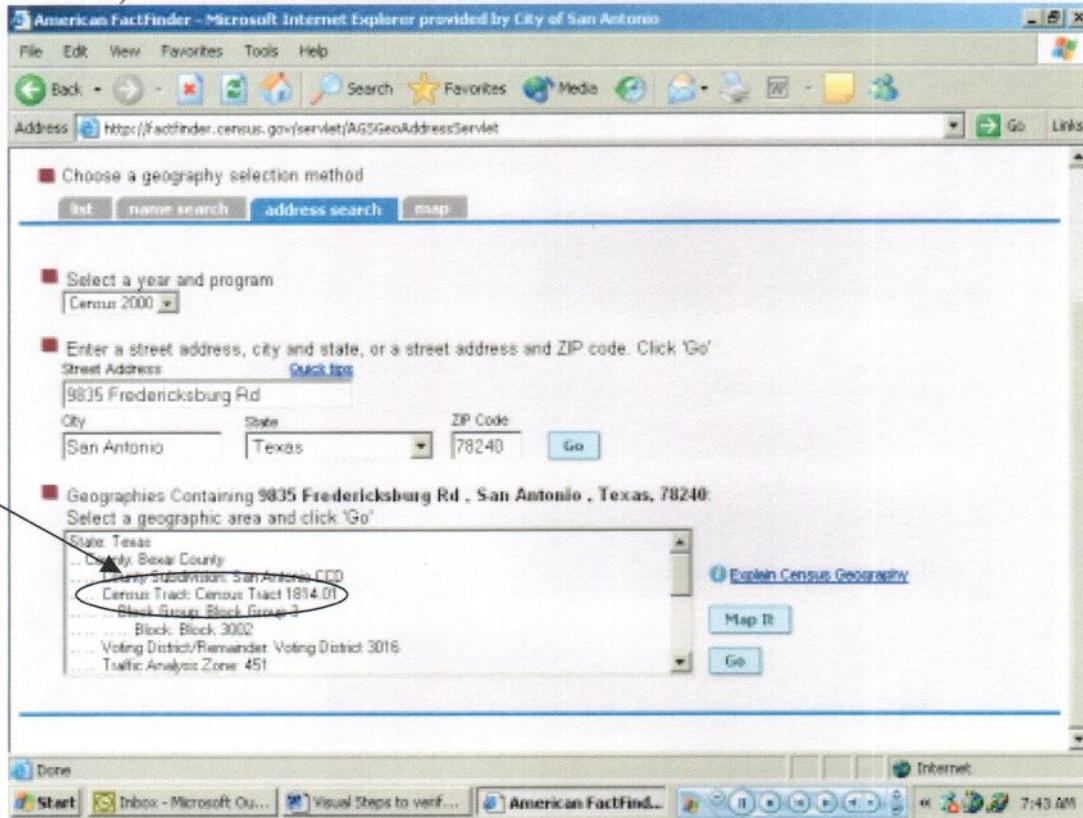


6. Enter address – For Example: 9835 Fredericksburg Rd., 78240
 - a.) Click Go



7. This screen displays among other pieces of information the Census Tract

a.) This address Census Tract is 1814.01



8. Compare address Census Tract with the Empowerment Zone Census Tracts:

The example address is NOT located in the Zone because the address census tract (1814.01) is not on the Federal Empowerment Zone tract list.

1101	1107	1305	1601	1703
1102	1109	1306	1605	1704.01
1103	1110	1307	1701.01	1704.02
1105	1301	1308	1701.02	
1106	1302	1502	1702	
1708	1709	1710		

9. If the address Census Tract matches the listed Empowerment Zone Tracts, you are in the Zone .

10.) If your address falls into any of the following census tracts please contact the staff member listed at the bottom of the page for confirmation of eligibility. These census tracts represent developable sites and must be verified with specific mapping as some of the Zone does not fall along census tract lines.

Fredericksburg Rd.	Kelly USA	Brooks City-Base
1801	1520	1415
1802	1608	
1901	1614.02	
1905	1616	
	1716	

11.) If you have any questions or comments please contact:

Adrian G. Perez
Economic Development Specialist
Economic Development Department
PO Box 839966
City of San Antonio, TX USA 78283-3966
210/207-8124
210/207-8151 FAX
aperez4@sanantonio.gov
www.sanantonio.gov/edd/empowersa.asp

CITY OF SAN ANTONIO EMPOWERMENT ZONE GOVERNANCE BOARD BYLAWS

Article I: Purpose, Powers, and Duties

- 1.1 **Purpose.** The City of San Antonio Empowerment Zone Governance Board (the “Board”) shall assist and advise City Council and City staff in the implementation of the Strategic Plan for the City of San Antonio Empowerment Zone (the “Zone”).
- 1.2 **Powers and Duties.** The powers and duties of the Board include, but are not limited to, providing advice and assistance in the following:
- (1) the evaluation and ranking of projects eligible for Empowerment Zone Facility Bond financing;
 - (2) the prioritization and allocation of bonding capacity among eligible projects;
 - (3) the marketing of the Zone to existing and prospective business clients;
 - (4) the allocation and utilization of the allowable development acreage (2,000 acres) within the three developable sites consisting of Brooks City-Base, Fredericksburg Road Corridor and the KellyUSA/Toyota site;
 - (5) the development of strategies to utilize Zone business incentives, such as the New Markets Tax credits;
 - (6) the efficient utilization of available workforce programs to maximize job opportunities for Zone residents; and
 - (7) the provision of sufficient staff resources and funding within the City to effectively administer the Zone.

The Board, to the extent of its capacity, shall comprehensively address the issues of economic development, cultural enhancement, social stability, and general increase in employment and the quality of life for residents of the Zone.

Article II: Focus Areas of the Board

- 2.1 **Focus.** The Board shall focus on the following areas of interest:
- (1) Core Area of the Zone
 - (2) Zone Developable Sites consisting of:
 - a. KellyUSA/Toyota Site
 - b. Brooks City-Base

c. Fredericksburg Road Business Corridor

- (3) Promoting New Development, Investment and Employment Opportunities in the Zone
- (4) Marketing Business Tax Credits
- (5) Establishing Performance Measures
- (6) Monitoring Developable Acreage within the Developable Sites (Limited to 2,000 acres)

Article III: Board Composition, Staffing, and Advisors

3.1 Appointment and Composition of the Board. The Board shall be comprised of the following seventeen (17) individuals appointed by the City Council of the City of San Antonio:

- (a) Three (3) Residents Who Have Lived in the Zone for No Less Than One (1) Year
- (b) One (1) Representative From Workforce Development
- (c) One (1) Owner/Manager of a Small Business Located in the Zone for No Less Than One (1) Year, Employing Less Than 500 Individuals
- (d) One (1) Owner/Manager of a Large Business Located in the Zone for No Less Than One (1) Year, Employing 500 or More Individuals
- (e) One (1) Financial Institution Representative
- (f) One (1) Small Business Lender Representative
- (g) One (1) Brooks City-Base Developable Site Representative
- (h) One (1) Fredericksburg Road Corridor Developable Site Representative
- (i) One (1) KellyUSA/Toyota Developable Site Representative
- (j) One (1) Education Community Representative
- (k) One (1) Zone Community-Based Organization Representative
- (l) Four (4) Other Key Zone Stakeholder Representative

3.2 Term. Each member of the Board shall serve for a term of two (2) years and may serve no longer than three (3) consecutive two-year terms. However, in accordance with the City of San Antonio Charter, Section 160, a Board member shall continue to hold office until his/her successor is appointed and qualified.

- 3.3 Removal. Board members may be removed from the Board at the discretion of City Council and without cause.
- 3.4 Requirements. Board members shall comply with the provisions of the City of San Antonio Ethics Code and shall also file a completed Financial Disclosure Report with the Clerk of the City of San Antonio, upon appointment to the Board and annually thereafter.
- 3.5 Compensation. Board members shall serve without compensation.
- 3.6 Board Staff. The Board shall be supported by staff from the Economic Development Department of the City of San Antonio.
- 3.7 Board Advisors. The Board shall be advised by the City of San Antonio Director of Finance and the City of San Antonio Director of Housing and Community Development.

Article IV. Meetings of the Board

- Meetings. The Board may hold meetings at such time and place as the Board may deem necessary, but shall meet no less than once a year.
- 4.2 Notice. Notice shall be given to each Board member in person, by mail, email, or telephone, or other written correspondence at least seventy-two (72) hours prior to each meeting.
- 4.3 Open Meetings Act. All meetings and deliberations of the Board shall be called, convened, held, conducted, and notice shall be given to the public, in accordance with the Texas Open Meetings Act, as amended, Chapter 551, Texas Government Code.
- 4.4 Quorum. A majority of the entire membership of the Board shall constitute a quorum to conduct official business of the Board. The act of a majority of the Board present at a meeting in which a quorum is in attendance shall constitute the act of the Board.

Article V. Officers

- 5.1 Titles and Terms of Office.
- (A) The officers of the Board, elected by majority vote of the Board members present at a meeting in which a quorum is in attendance, shall consist of a Chairman and a Vice-Chairman. Terms of office shall be for one (1) year, with the term of office expiring on December 31st of each year. Upon the expiration of each term, each officer shall have the right to be re-elected.
- (B) All officers shall be subject to removal from office at any time by a vote of a majority of the Board.
- 5.2 Chairman. The Chairman shall preside over the meetings of the Board.
- 5.3 Vice-Chairman. The Vice-Chairman shall have such powers and duties as prescribed by the Board and will exercise the powers of the Chairman during that officer's absence.

- 5.4 Election. The Board, from among the members of the Board, shall elect a Chairman and Vice-Chairman by majority vote of the Board members present at a meeting in which a quorum is in attendance.
- 5.5 Resignations. Any member or officer may resign at any time. Such resignations shall be made in writing and will take effect at the time specified therein or, if no time is specified, at the time of its receipt by the Chairman or Vice-Chairman. The acceptance of resignation shall not be necessary to make it effective, unless expressly so provided in the resignation.

Article VI. Miscellaneous Provisions

- 6.1 Principal Office. The principal office of the Board shall be:
- Economic Development Department
City of San Antonio
City Hall
P.O. Box 839966
San Antonio, TX 78283-3966
- 6.2 Effective Date. These Bylaws shall become effective upon their adoption by the Board.
- 6.3 Amendments to Bylaws. These Bylaws may be amended upon 10 days notice at any regular or special meeting of the Board. Amendments must receive a majority vote of the Board membership.

City of San Antonio Application for Appointment



Board/Commission/Committee _____

Name: _____
(Title) (Last) (First) (Middle)

Mailing Address: _____
(Street) (Zip Code)

Preferred Phone and Fax: _____
(Phone) (Fax)

Employer _____ Occupation: _____

Are you or can you be qualified to vote in a City of San Antonio Election? ____ Yes ____ No

Are you a City of San Antonio resident? ____ Yes ____ No How Long? _____

In which City Council District do you reside? _____ Length of residence: _____

Have you ever represented any other private person, group or entity for compensation before the City Council or any department, commission, board or committee of the City within the last three years?
____ Yes ____ No

Do you, your spouse or your employer have any financial interest, directly or indirectly in any contract with the City (this includes serving as an Administrative Aide to a Council member)?
____ Yes ____ No

Do either you, your spouse or your employer have any financial interest, directly or indirectly, in the sale to the City of any land, materials, supplies or service?
____ Yes ____ No

Ordinance 100199 states - appointment to City Boards and Commissions include allowance for proper representation to reflect not only the ethnic makeup of the community, but also its gender makeup. As such, please complete the following optional information.

ETHNIC CODE: ☐

W = Non-Minority

H = Hispanic*

* = Note that Hispanic includes all persons of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin regardless of race.

B = African American

P = Asian or Pacific Islander

O = Other

I = American Indian/Alaska Native Aleutian

GENDER CODE: ☐

M = Male

F = Female

(Revised Feb., 2005)

Name: _____

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Do you have any litigation pending or completed within the last 12 months, either personally or professionally, that would affect your ability to fulfill the functions of the board or commission, if selected? If yes, please describe:

Have you ever been convicted of violating any federal, state or municipal law, regulation or ordinance? If so, give details. Do not include traffic violations.

BACKGROUND

Education: _____

Professional: _____

Volunteer Experience/Community Service: _____

Areas of interest: _____

Have you ever been hired for a position with the City? ____ Yes ____ No
If yes, list the department(s) and dates below.

Department: _____
From: _____ To: _____

Reason for leaving City employment: _____

Please specify membership on any other governmental Board/Commission/Committee.

(Revised Feb., 2005)

Name: _____

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List all Boards, Commissions, Corporations, Non-Profit Entities, Agencies, or other Entities of which you are a member and/or officer and/or employed by, and give the title and dates of any position which you have held in such organization.

Organization: _____

Title: _____ Dates: _____

Organization: _____

Title: _____ Dates: _____

Please provide a brief narrative outlining your reasons for seeking appointment to a board or commission. (Resume or additional information may be attached.)

I have read and understand the guidelines set out in Attachment I of this application. The foregoing and any attached statements are true, accurate and complete; and I agree that any misrepresentation or omission of facts may result in my disqualification for appointment.

Signature

Date

PLEASE RETURN COMPLETED FORM TO CITY CLERK'S OFFICE FOR PROCESSING:

City Clerk's Office
City Hall, 2nd Floor
P.O. Box 839966
San Antonio, Texas 78283-3966
Fax No. City Clerk's Office - (210) 207-6938

(Original copy will be on file in the City Clerk's Office for 12 months.)

Note: All information provided herein or pursuant hereto is considered public record upon receipt.

(Revised Feb., 2005)

ATTACHMENT I

As a Board and Commission member, you will be asked to adhere to the following:

1. Ordinance 88874: FINANCIAL DISCLOSURE REPORT

Members are required to abide to the City's Ethics Code and the requirement for each Board and Commission member to file a Financial Disclosure Report upon appointment, and annually thereafter. **Failure to file a Financial Disclosure report will be considered an automatic resignation.**

(Revised Feb., 2005)